



## **AGENDA FOR THE 184<sup>th</sup> MEETING OF THE UNIVERSITY CIVIL SERVICE MERIT BOARD**

*The Merit Board will convene for its 184<sup>th</sup> Meeting at 10:00 a.m., Wednesday, May 16, 2012, at the State Universities Civil Service System, 1717 Philo Road, Suite 24, Urbana, Illinois and via videoconference at the following locations:*

***University of Illinois at Chicago***

College of Pharmacy  
Room 270  
833 Wood Street  
Chicago, IL

***Southern Illinois University Carbondale***

Morris Library  
Conference Room, 1<sup>st</sup> Floor  
605 Agricultural Drive  
Carbondale, IL

**Agenda  
Item  
Number**

**SUBJECT**

**1. Call to Order and Roll Call – Chair Maitland**

*Chair to call meeting to order and to call for roll call of members.*

**2. Consideration of participation by other Merit Board Members, not physically present at meeting site (Action Item)**

*Chair to ask for approval for Board members, not physically present, to actively participate by other means in accordance with Open Meetings Act requirements.*

**3. Public Comments (Action Item)**

*No requests for appearance have been submitted.*

**4. Consideration of the Minutes of the 183<sup>rd</sup> Meeting of the Merit Board, February 8, 2012 (Action Item)**

*The Board will be asked to approve the Minutes from the February 8, 2012 meeting.*

**5. Consideration of Discharge Proceeding Number NIU-12-1 filed against Lawrence Vickers by Northern Illinois University (Action Item)**

*The Board will be asked to consider and act on matters surrounding this discharge case. The Board will then be asked to adopt a decision and order on this matter.*

**6. Request for Review by the Merit Board of the Executive Director's Review Decision, filed by Dawit Negusse pursuant to section 250.130(b) of the Illinois Administrative Code (80 Ill. Adm. Code §250.130(b) , Case Number MB-RD-CSU-12-1) (Action Item)**

*The Board will be asked to examine the record and the Review Decision of the Executive Director on this matter. The Board will then be asked to either affirm the Executive Director's Review Decision as the final Decision and Order of the Merit Board or take any other action as it may deem necessary or desirable on this matter.*

**7. Update on adopted rule changes to sections 250.60, 250.70, 250.90, and 250.110 of the Illinois Administrative Code (80 Ill. Adm. Code §250.60, §250.70, §250.90, and §250.110)**

*The Board will be updated on the final adoption of these approved rule revisions.*

**8. Update on proposed rule change to section 250.30 of the Illinois Administrative Code (80 Ill. Adm. Code §250.30)**

*The Board will be updated on the status of the proposed rule revision to section 250.30 of the Code regarding exemptions.*

**9. Discussion and action on proposed revisions to the Procedure Manuals (Action Item)**

*The Board will be asked to approve specific changes to various Procedures Manuals, incorporating revisions consistent with recently adopted rule changes.*

**10. Update and authorization for the Executive Director to implement and administer the Merit Board Budget for FY 2013 (Action Item)**

*The Board will be updated on the status of the budget and asked to adopt a resolution authorizing the Executive Director to implement the FY 2013 budget as funds become available.*

**11. Consideration of revisions to the "Policies Relating to Work Hours and Absences" for the employees of the State Universities Civil Service System (Action Item)**

*The Board will be asked to approve the proposed revisions to the "Policies Relating to Work Hours and Absences", specifically regarding the addition of a Telecommuting Policy.*

**12. Consideration of Public Officials Errors and Omissions Insurance – July 1, 2012 through June 30, 2013 (Action Item)**

*The Board will be asked to approve the continuation of the Public Officials Errors and Omissions Insurance coverage.*

**13. Consideration of Demonstration Project or Pilot/Study Program for the “Rule of Three Analysis” (Action Item)**

*The Board will be asked to consider the application for a new Demonstration Project, as presented in accordance with section 250.140(e) of the Code.*

**14. Update on audit issues at the University of Illinois at Chicago**

*The Board will be updated on the ongoing audit compliance process at the University of Illinois at Chicago.*

**15. Biennial Audit Program – Review of Recent Activities**

*The Board will be updated on the current biennial audit activities, including a review of recent final audit reports issued.*

**16. Annual Ethics Training for Merit Board Members and Staff**

*The Board will be updated on the annual Ethics Training for calendar year 2012.*

**17. Report of the Executive Director – Tom Morelock**

*The Executive Director’s Report will include a recap of each of the following items:*

- a. FY 2012 and FY 2013 Budget Updates*
- b. Development and Update of Public Website*
- c. Classification/Examination Update*
- d. University/Agency Visits*

**18. Report of the State Universities Civil Service Advisory Committee – Julie Benedict, Chair**

*Chair Julie Benedict will update the Board on recent committee activities.*

**19. Report of the Human Resource Directors Advisory Committee – Maureen Parks**

*Maureen Parks will update the Board on recent committee activities.*

**20. Report of Legal Counsel – Abby K. Daniels, Legal Counsel and Manager, Legal Services**

*The Board will be updated on recent legal activities, including discharge and demotion cases referred to the Merit Board.*

**21 Other Items as Presented**